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## **PUBLIC WORKS COMMITTEE MINUTES**

**2-23-16**

### **Call to order**

Chair Klahn called meeting to order at 6:00 p.m.

Present: Chair Todd Klahn, trustees Kyle Smith, and Russell Cazier.

Also present: Strand Engineering's Troy Larson and DPW Mark A. Langer.

### **Approve minutes from 1-26-16**

Smith moved to approve 1-26-16 minutes, second by Klahn and carried.

### **Strand Presentation:**

#### **WWTP Phosphorous update**

#### **DNR WPDES - Preliminary Compliance Alternative's Plan**

Troy Larson from Strand Engineering went through some of the background of what was being done the last several years as far as looking into ways to meet future DNR permit limit requirements. Some noted items were the bench testing, creek sampling, extra sampling, DNR Operational Evaluation Report (3-31-14) and Status Report (3-31-15), etc.

Larson went through the draft cover letter and Preliminary Compliance Alternatives Plan (PCAP), to be sent to DNR by 3-31-16. Larson reviewed some charts/graphs with options and timelines that were looked at and how they would affect meeting Brooklyn's future WPDES limits. Larson went over options discussed in the draft PCAP that is required to be sent to DNR. Larson explained Tables 4, 5 & 6 in the draft.

Discussion followed, some which were costs of implementation and operation for the options. Larson explained that the "Cadillac Option" is not being recommended because partial treatment combined with strategic trading was the more cost effective option. A recent meeting with Dane County provided confidence that trading was an implementable and viable option. It appears that if local farmers and land owners could be approached and work with the Village on land/water quality trading, a more cost effective means is possible.

The committee agreed that Larson should make the changes discussed/needed and present the revised PCAP and cover letter to 3-14-16 Village Board for approval. Larson was asked to give this presentation at the March Village Board meeting.

Cazier moved, second by Smith to recommend to Board the cover letter and PCAP with discussed changes. Carried unanimously.

There was some further discussion on size of WWTP, maintenance difficulties (since the Village population didn't grow like it was projected to), and bio-solids storage. Langer said if the weather hadn't cooperated like it did, WWTP would be hauling and paying for sludge disposal this week. If a second bio-solids tank is installed for the extra volume from future phosphorous removal, it would help with the winter storage issues the WWTP has now and could also be used as a holding tank if/when maintenance needs to be done on our lone clarifier.

**Discussion/recommendation to Board, approval of Lift Station Policy**

The Village CMOM policy (that Leif is working on) needs a Village policy on file for the Lift Stations (attached). After review Smith moved, second by Cazier to recommend to Village Board approval of policy. Carried unanimously.

**Discussion/recommendation to Board approval of Wet Weather Policy**

Langer said that this Wet Weather Policy (attached) is also for the CMOM. After review Smith moved to recommend to Village Board approval of this policy. Second by Cazier and carried unanimously.

Langer said that Strand may review Leif's completed draft of the CMOM, at a cost of \$500.00 - \$700.00.

**Discussion/recommendation to Board, Public Works Committee is Village Tree Board**

Langer said this is the same thing we do every year. Sometimes it is needed to apply for grants and other things to have a designated Tree Board in the Village.

Smith moved to designate the Public Works Committee as the Village of Brooklyn Tree Board. Second by Cazier and carried unanimously.

**Discussion/recommendation to Board, approval of Arbor Day Resolution**

Smith moved to recommend to Village Board approval of the 2016 Arbor Day Resolution (attached). Second by Cazier and carried unanimously.

**Dumpster Day 4-22-16 through 5-1-16**

Langer said there was some confusion on first scheduling dates and when rummage sale days were, but now it appears that these are the correct dates. Informational only.

**Discussion/recommendation to Board on Village Handbook****2.1-Holidays**

Langer said he talked to all Village employees on the following three items and all were in favor of them. Langer distributed a page of the handbook (attached) and would like some changes considered. Under (f) and (h) remove (4 hours), remove NON-PAID after (i), under (j) remove (12-12-11), and re-letter (a) through (j).

Klahn said that he gets MLK and Day after Thanksgiving paid in the Township. Klahn also said he gets another paid day that is not on this list. Smith said he thought the Village paid holidays is lower than what most people get on average.

After further discussion, Smith moved to send this to Village Board for review. Second by Cazier and carried unanimously.

**2.2-Number of Employees on Vacation at same time**

Langer said Leif brought this to his attention and thought it was in there prior to three employees being in the department. Langer asked that this sentence be removed. Klahn stated he had no problem with that and hasn't seen any issue that would warrant keeping it in there.

Smith moved, second by Cazier to recommend to Village Board to remove this sentence. Motion carried unanimously.

**2.2-Supervisor to approve Vacation carryover**

Langer asked to change the last paragraph in two spots from Personnel Committee to Department Head. Klahn said he would prefer it to say Village Board just so they are kept informed. Klahn said he thought last year's went from Personnel to Board anyway, and Board always meets once a month where personnel may not.

Smith moved to recommend to Board to change the wording from Personnel Committee to Village Board. Second by Cazier and carried unanimously.

**Utilities Report**

Noted items: Water use report done, Dane County trading options meeting, CMOM, and N. Kerch St. lift station issue (committee suggested keeping up on "what not to flush education") hired LW Allen to pull pumps.

**Public Works Report**

Noted items: Raised/rebuilt spinner mount on GMC sander, repaired another fuel tank leak on IH, Waste oil barrel issues, lower price on used oil, snow on sidewalk letter, Village power outage, and hauled rest of last year's brush chips out.

**Next Meeting**

Next meeting 3-22-16 at 6:00pm.

**Adjourn**

Smith moved to adjourn at 7:19 pm. Second by Cazier and carried.

**Respectfully submitted-** Mark A. Langer, Public Works Director – 608-455-1842